

in time



ARTION

conferences & events •

ARTION Conferences & Events is a premium Conference & Event Organizer (PCO), based in Thessaloniki, acting both nationally and internationally.

ARTION specialises in high quality events for businesses, government bodies and organisations. The range of activities includes congress and event organization, association management, bidding for international congresses, as well as a variety of related services in organizing fairs, meetings and seminars, communication and promotion, publicity campaigns, as well as secretarial services.

ARTION Conferences & Events announces the following vacancy for its offices in **Thessaloniki**

SPONSORSHIP MANAGER (vacancy code: 2016.SM.03)

Job Description

- Sponsorships & Exhibition programme's editorship & management
- Sponsors & exhibitors communication & management
- Tracking & communicating with potential sponsors & exhibitors
- Sponsorship databases management
- Meeting with potential sponsors & exhibitors
- Reassuring that sponsorship agreements are respected by all parties

Candidates Profile

- University Degree in marketing, communication & social sciences
- Native in Greek Language and proficient in English Language
- French or other languages skills would be an asset
- Excellent Computer usage skills
- Excellent Communication, sales & organizing skills
- Able to work under pressure with tight deadlines
- Ability to work either individually or as part of a team and willingness to take initiatives
- Prior working experience especially at an events company or congress tourism would be an asset
- Fulfilled military services (for male candidates)

Applications and communication for further information and clarification can be made by contacting welcome@artion.com.gr mentioning in the e-mail subject the vacancy code (2016.SM.03).

All personal data and confidential information are strictly managed, following the provisions of the existing legislation and according to the regulations set by the Quality Management System of the company.



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